

**INSTRUCTIONS:**

1. Complete all sections on the Narrative tab.
2. Fill in the white cells below with the appropriate information and print out this page.
3. Obtain related signature below. **Electronic signatures are not acceptable.**
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the district governor and lieutenant governors within 30 days after the end of the month.
- 5. Quarter reports due to World Headquarters:**
  - \* September Report: **October 31**
  - \* December (Audit) Report: **February 15**
  - \* March Report: **April 30**
  - \* June (Audit) Report: **August 31**
6. Submit approved narratives and certification page to World Headquarters by email or fax:
  - \* Scan and email the PDF to **DistrictFinancialReports@toastmasters.org**
  - \* Or fax to (949) 589-3456


**NOTE:** This certification form must be complete for the report to be accepted by World Headquarters. Reserve funds will not be released until World Headquarters receives the completed report.

In Base Currency	USD
<b>Monthly Net Income/(Loss)</b>	(12,273.48)
<b>Year to Date Net Income/(Loss)</b>	(12,641.83)
<b>Total Available Funds</b>	96,276.82

1. We, the undersigned, certify that all district financial records have been made available to the audit committee for inspection and that any unpaid bills or other outstanding obligations for the 2018-2019 term have been reported to the audit committee and included in accruals section of this audit. We further certify that there are no other outstanding district obligations incurred for the 2018-2019 term.

Dated this 23rd day of August 2019

  
\_\_\_\_\_  
District Director (for the year audited)

  
\_\_\_\_\_  
District Finance Manager (for the year audited)

**Complete only for the Mid-year Report and Year-end Report:**

2. We, the undersigned members of the Audit Committee, have examined the records of District 3 for the 2018-2019 term in accordance with the Audit Committee Guidelines\* and believe that this report properly reflects the operation for that term.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\* Audit Committee Guidelines are available at the District Finance Corner: [www.toastmasters.org/AuditGuide](http://www.toastmasters.org/AuditGuide)

**NOTE:** Audit committee members cannot be members of the district executive committee (e.g., district director, program quality director, club growth director, immediate past district director, secretary, finance manager, public relations officer, division directors, area directors).

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

**Membership Revenue**

Membership missed the target for the month. Many of the clubs that had a membership push for distinguished were accounted for in May.

**Conference Net Income/(Loss)**

The actual total conference expense for the month of June was 6% under budget. We found a different printer to print the conference brochures which saved about \$500. The decorations was under budget because people did not submit for reimbursement. We offered incentives for first timer game.

**Fundraising Net Income/(Loss)**

There were no fundraising activities this month.

**TLI Net Income/(Loss)**

There were two train-the-trainer events in June. One in Tucson and one in Phoenix. We had our first TLI event at the Edward Jones building in Tempe.  
The actual total TLI expenses for the month of June was 36% under budget. I expect to see TLI expenses pickup in the month of July with two TLI events scheduled.

**District Store Net Income/(Loss)**

There is no district store in District 3.

**Other Revenue**

There was no other revenue this month.

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

**Marketing**

We were over budget because we ordered the dues incentives for the year during this month instead of during the normal dues renewal months.

**Communications and Public Relations**

CPR Expenses included promotional materials and supplies for future events. We renewed our membership with an organization where we can promote Toastmasters and registered for an event to promote Toastmasters.

**Education and Training**

The actual total education & training incentives for the month of June was under budget by 80% and for the year was under budget by 87%.

This indicates that either we did not give away enough incentives or we over-estimated on the budget.

The actual total for training club officer expenses was 24% under budget. Saved on room rental expenses.

**Speech contests**

There were no speech contest expenses this month.

**Administration**

Administrative expenses reflect plaques trophies for the end of year celebration. Two projectors were also purchased to give the district enough A/V resources to cover their TLI and conference needs.

**Travel**

there were no travel expenses for the month

**Other Expenses**

Other expenses included only the monthly TI allocation this month.

**District 3**  
**Balance Sheet (in USD)**

07/01/2018 Through 06/30/2019

	Actual
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalents	119,759.01
Prepaid Expenses	350.00
Total Current Assets	120,109.01
<b>Total Assets</b>	<b>\$ 120,109.01</b>
 <b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accrued Liabilities	4,606.23
Total Current Liabilities	4,606.23
Total Liabilities	4,606.23
Stockholders Equity	
Net Assets	128,144.61
Net Income (Loss)	(12,641.83)
Total Stockholders Equity	115,502.78
<b>Total Liabilities and Equity</b>	<b>\$ 120,109.01</b>

**District 3**  
**Available Funds (in USD)**

Month Ending 06/30/2019

**Available Funds**

Cash & District Reserve	
Cash	
Cash - Bank of America (6622)	27,653.27
Total Cash	<u>27,653.27</u>
District Reserve	<u>92,105.74</u>
Total Cash & District Reserve	<u>119,759.01</u>
Minimum District Reserve Required at Year End	<u>(23,482.19)</u>
<b>Total Available Funds</b>	<b><u><u>96,276.82</u></u></b>

**District 3**  
**Profit & Loss (Actual vs. Budget Summary) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019		
Actual	Budget	Variance	Actual	Budget	Variance
			<b>District Revenue</b>		
2,805.16	3,309.00	(503.84)	89,338.29	93,930.00	(4,591.71)
0.00	0.00	0.00	25,181.05	31,302.00	(6,120.95)
0.00	2,833.00	(2,833.00)	4,071.09	8,500.00	(4,428.91)
0.00	0.00	0.00	8,560.55	7,750.00	810.55
<u>2,805.16</u>	<u>6,142.00</u>	<u>(3,336.84)</u>	<u>127,150.98</u>	<u>141,482.00</u>	<u>(14,331.02)</u>
			<b>District Expenses</b>		
1,796.72	0.00	1,796.72	29,169.57	31,302.00	(2,132.43)
670.81	6,900.00	(6,229.19)	18,067.25	28,264.10	(10,196.85)
7,184.43	2,600.00	4,584.43	15,915.18	32,790.00	(16,874.82)
976.92	1,300.00	(323.08)	5,641.95	19,250.00	(13,608.05)
579.98	1,500.00	(920.02)	5,572.75	18,271.84	(12,699.09)
0.00	0.00	0.00	3,758.64	7,200.00	(3,441.36)
2,863.69	975.00	1,888.69	29,277.74	23,050.00	6,227.74
614.72	0.00	614.72	9,286.25	10,865.00	(1,578.75)
391.37	391.37	0.00	23,103.48	17,192.44	5,911.04
<u>15,078.64</u>	<u>13,666.37</u>	<u>1,412.27</u>	<u>139,792.81</u>	<u>188,185.38</u>	<u>(48,392.57)</u>
<u><b>(12,273.48)</b></u>	<u><b>(7,524.37)</b></u>	<u><b>(4,749.11)</b></u>	<u><b>(12,641.83)</b></u>	<u><b>(46,703.38)</b></u>	<u><b>34,061.55</b></u>
			<b>Total Net Income</b>		

**District 3**  
**Receipts Register (06/01/2019 - 06/30/2019)**

Receipt date	Customer	Payment method	Transaction number	Trans- action date	Txn cur- rency	Txn amount	Amount (USD)	Amou- nt ap- plied (USD)	De- posited on	Bank ac- count
06/13/2019	C-00002409--Miscellaneous Income	Check		06/13/2019	USD	388.59	388.59	388.59	06/13/2019	6622 Checking
		<b>Total</b>					<u><u>388.59</u></u>	<u><u>388.59</u></u>		

### District 3 Bills Register (06/01/2019 - 06/30/2019)

Date	Vendor	Bill#/Adj#	Due date	Descr	Curr	Trans. amount	Base amount(USD)	Amount paid (USD)
06/01/2019	V-00020750--Concur Technologies, Inc.		06/01/2019	Trish Blackwelder	USD	45.48	45.48	45.48
06/03/2019	V-00025216--Nancy Duckett		06/03/2019		USD	57.10	57.10	57.10
06/03/2019	V-00017239--Don Griffith		06/03/2019		USD	140.00	140.00	140.00
06/03/2019	V-00000305--Bank Card Merchant Fees		06/03/2019		USD	57.40	57.40	57.40
06/03/2019	V-00000307--Capital Merchant Gateway Fee		06/03/2019		USD	15.95	15.95	15.95
06/03/2019	V-00000305--Bank Card Merchant Fees		06/03/2019		USD	57.40	57.40	57.40
06/03/2019	V-00000305--Bank Card Merchant Fees		06/03/2019		USD	(57.40)	(57.40)	(57.40)
06/04/2019	V-00000308--Authnet Gateway Fee		06/04/2019		USD	10.00	10.00	10.00
06/12/2019	V-00023493--Networking Phoenix.com		06/12/2019		USD	300.00	300.00	300.00
06/13/2019	V-00000002--Toastmasters International - WHQ		06/13/2019		USD	2,441.34	2,441.34	2,441.34
06/15/2019	V-00006747--Bettie Covington		06/15/2019		USD	143.13	143.13	143.13
06/18/2019	V-00020750--Concur Technologies, Inc.		06/18/2019	MICHAEL HOLIAN	USD	2,768.55	2,768.55	2,768.55
06/18/2019	V-00032766--Brown & Bigelow		06/18/2019		USD	2,170.00	2,170.00	2,170.00
06/19/2019	V-00020750--Concur Technologies, Inc.		06/19/2019	James Eng	USD	30.38	30.38	30.38
06/20/2019	V-00000307--Capital Merchant Gateway Fee		06/20/2019		USD	15.95	15.95	15.95
06/23/2019	V-00025216--Nancy Duckett		06/23/2019		USD	11.23	11.23	11.23
06/23/2019	V-00035086--Gloria Robertson		06/23/2019		USD	92.54	92.54	92.54
06/24/2019	V-00035085--Peter Salazar		06/24/2019		USD	75.00	75.00	75.00
06/25/2019	V-00034216--Michelle Zalak		06/25/2019		USD	63.56	63.56	63.56
06/25/2019	V-00000331--Khala		06/25/2019		USD	13.04	13.04	13.04



**District 3**  
**Bills Register (06/01/2019 - 06/30/2019)**

<b>Date</b>	<b>Vendor</b>	<b>Bill#/Adj#</b>	<b>Due date</b>	<b>Descr</b>	<b>Curr</b>	<b>Trans. amount</b>	<b>Base amount(USD)</b>	<b>Amount paid (USD)</b>
06/25/2019	Stanfield V- 00032411--Curtis Henson		06/25/2019		USD	264.00	264.00	264.00
06/26/2019	V- 00006039--Hallie Adams		06/26/2019		USD	130.00	130.00	130.00
06/26/2019	V- 00000324--Amazi ng Awards		06/26/2019		USD	373.57	373.57	373.57
06/26/2019	V- 00017239--Don Griffith		06/26/2019		USD	53.85	53.85	53.85
06/29/2019	V- 00009557--Charl ene Carillo		06/29/2019		USD	21.71	21.71	21.71
06/29/2019	V- 00028594--Micha el Holian		06/29/2019		USD	1,010.47	1,010.47	1,010.47
<b>Grand total</b>						<u><u>10,304.25</u></u>	<u><u>10,304.25</u></u>	

# District 3 Reconciliation Report

As Of 06/30/2019  
Account: Cash - Bank of America (6622)

Statement Ending Balance	32,358.29
Deposits in Transit	0.00
Outstanding Checks and Charges	(4,705.02)
Adjusted Bank Balance	27,653.27
Book Balance	27,653.27
Adjustments*	0.00
Adjusted Book Balance	27,653.27

Total Checks and Charges Cleared                      1,567.40      Total Deposits Cleared                                      388.59

## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
Miscellaneous Income		06/13/2019		388.59	
<b>Total Deposits</b>				<b>388.59</b>	<b>0.00</b>

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Jeff Morud		05/18/2019	7710	71.00	
Janis Holian		05/18/2019	7711		129.30
Virginia Calleros		05/18/2019	7712		129.30
Randi Friedman		05/26/2019	7718		81.52
Jeff Gores		05/31/2019	7714	600.00	
Tatiana Kurochkina		05/31/2019	7715		17.80
Bank Card Merchant Fees		06/03/2019		57.40	
Capital Merchant Gateway Fee		06/03/2019		15.95	
Arizona Small Business Association		06/04/2019		225.00	
Authnet Gateway Fee		06/04/2019		10.00	
Don Griffith		06/12/2019	7716	140.00	
Nancy Duckett		06/12/2019	7717	57.10	
Networking Phoenix.com		06/12/2019		300.00	
Bettie Covington		06/15/2019	7724		143.13
Brown & Bigelow		06/18/2019	7729		2,170.00
Capital Merchant Gateway Fee		06/20/2019		15.95	
Nancy Duckett		06/23/2019	7719		11.23
Gloria Robertson		06/23/2019	7725		92.54
Peter Salazar		06/24/2019	7721	75.00	
Michele Zalak		06/25/2019	7720		63.56
Khala Stanfield		06/25/2019	7722		13.04
Curtis Henson		06/25/2019	7723		264.00
Hallie Adams		06/26/2019	7726		130.00
Amazing Awards		06/26/2019	7727		373.57
Don Griffith		06/26/2019	7728		53.85
Charlene Carillo		06/29/2019	7730		21.71
Michael Holian		06/29/2019	7731		1,010.47
<b>Total Checks and Charges</b>				<b>1,567.40</b>	<b>4,705.02</b>

**District 3**  
**Reconciliation Report**  
 As Of 06/30/2019  
 Account: District Reserve Receivable

Statement Ending Balance	92,105.74
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	92,105.74
Book Balance	92,105.74
Adjustments*	0.00
Adjusted Book Balance	92,105.74

Total Checks and Charges Cleared	5,677.12	Total Deposits Cleared	2,805.16
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**Deposits**

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	June 2019 Membership Revenue	06/30/2019		2,805.16	
<b>Total Deposits</b>				<b>2,805.16</b>	<b>0.00</b>

**Checks and Charges**

Name	Memo	Date	Check No	Cleared	Outstanding
Concur Technologies, Inc.	June Concur OOP	06/03/2019		45.48	
Toastmasters International - WHQ		06/18/2019		862.88	
Concur Technologies, Inc.	Concur June 2019	06/18/2019		2,768.55	
Concur Technologies, Inc.		06/20/2019		30.38	
Toastmasters International - WHQ		06/26/2019		1,578.46	
General Ledger Entry	June 2019 Allocation for District Activities to TI	06/30/2019		391.37	
<b>Total Checks and Charges</b>				<b>5,677.12</b>	<b>0.00</b>

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019		
Actual	Budget	Variance	Actual	Budget	Variance
			<b>District Revenue</b>		
			Membership Revenue		
2,805.16	3,309.00	(503.84)	89,338.29	93,930.00	(4,591.71)
2,805.16	3,309.00	(503.84)	89,338.29	93,930.00	(4,591.71)
			Total Membership Revenue		
			Conference Revenue		
			Registration & Tickets		
			Registration - Member		
0.00	0.00	0.00	0.00	29,102.00	(29,102.00)
0.00	0.00	0.00	0.00	29,102.00	(29,102.00)
			Total Registration - Member		
			Registration - No Item		
0.00	0.00	0.00	22,008.05	0.00	22,008.05
0.00	0.00	0.00	22,008.05	0.00	22,008.05
			Total Registration - No Item		
			Total Registration & Tickets		
0.00	0.00	0.00	22,008.05	29,102.00	(7,093.95)
0.00	0.00	0.00	22,008.05	29,102.00	(7,093.95)
			Non Registration		
			Non Registration		
0.00	0.00	0.00	500.00	200.00	300.00
0.00	0.00	0.00	450.00	0.00	450.00
			6010-000000 - Donation Revenue		
			6020-000000 - Miscellaneous In-		
			come		
0.00	0.00	0.00	0.00	1,000.00	(1,000.00)
0.00	0.00	0.00	0.00	1,000.00	(1,000.00)
			6030-000000 - Sponsorship/Advertis-		
			ing Revenue		
0.00	0.00	0.00	2,223.00	1,000.00	1,223.00
0.00	0.00	0.00	2,223.00	1,000.00	1,223.00
			6035-000000 - Raffle Revenue		
			Total Non Registration		
0.00	0.00	0.00	3,173.00	2,200.00	973.00
0.00	0.00	0.00	3,173.00	2,200.00	973.00
			Total Non Registration		
			Total Conference Revenue		
0.00	0.00	0.00	25,181.05	31,302.00	(6,120.95)
0.00	0.00	0.00	25,181.05	31,302.00	(6,120.95)
			TLI Revenue		
			Registration & Tickets		
			Registration - Member		
0.00	2,833.00	(2,833.00)	0.00	8,500.00	(8,500.00)
0.00	2,833.00	(2,833.00)	0.00	8,500.00	(8,500.00)
			Total Registration - Member		
			Registration - No Item		
0.00	0.00	0.00	3,732.00	0.00	3,732.00
0.00	0.00	0.00	3,732.00	0.00	3,732.00
			6025-000000 - Registration &		
			Ticket Revenue		
			Total Registration - No Item		
			Total Registration & Tickets		
0.00	0.00	0.00	3,732.00	0.00	3,732.00
0.00	2,833.00	(2,833.00)	3,732.00	8,500.00	(4,768.00)
0.00	2,833.00	(2,833.00)	3,732.00	8,500.00	(4,768.00)
			Non Registration		
			Non Registration		
0.00	0.00	0.00	297.09	0.00	297.09
0.00	0.00	0.00	297.09	0.00	297.09
			6020-000000 - Miscellaneous In-		
			come		
0.00	0.00	0.00	42.00	0.00	42.00
0.00	0.00	0.00	42.00	0.00	42.00
			6050-000000 - Refunds - Registra-		
			tion & Tickets		
			Total Non Registration		
0.00	0.00	0.00	339.09	0.00	339.09
0.00	0.00	0.00	339.09	0.00	339.09
			Total Non Registration		
			Total TLI Revenue		
0.00	2,833.00	(2,833.00)	4,071.09	8,500.00	(4,428.91)
0.00	2,833.00	(2,833.00)	4,071.09	8,500.00	(4,428.91)
			Other Revenue		
			6010-000000 - Donation Revenue		
0.00	0.00	0.00	627.82	0.00	627.82
0.00	0.00	0.00	117.73	0.00	117.73
			6020-000000 - Miscellaneous Income		
0.00	0.00	0.00	7,525.00	7,500.00	25.00
0.00	0.00	0.00	7,525.00	7,500.00	25.00
			6025-000000 - Registration & Ticket		
			Revenue		
0.00	0.00	0.00	110.00	110.00	0.00
0.00	0.00	0.00	110.00	110.00	0.00
			6030-000000 - Sponsorship/Advertis-		
			ing Revenue		
0.00	0.00	0.00	180.00	140.00	40.00
0.00	0.00	0.00	180.00	140.00	40.00
			6035-000000 - Raffle Revenue		
			Total Other Revenue		
0.00	0.00	0.00	8,560.55	7,750.00	810.55
2,805.16	6,142.00	(3,336.84)	127,150.98	141,482.00	(14,331.02)
2,805.16	6,142.00	(3,336.84)	127,150.98	141,482.00	(14,331.02)
			<b>District Expenses</b>		
			Conference Expenses		
21.71	0.00	21.71	21.71	0.00	21.71
21.71	0.00	21.71	21.71	0.00	21.71
			7010-000000 - Awards Expense		
			(Trophies, Plaques, Ribbons & Certifi-		

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	ates)			
			7012-000000 - Supplies & Stationery Expense	191.90	200.00	(8.10)
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	1,220.00	0.00	1,220.00
0.00	0.00	0.00	7016-000000 - Meal Event Expense	23,482.81	27,602.00	(4,119.19)
143.13	0.00	143.13	7018-000000 - Decorations Expense	51.12	500.00	(448.88)
1,522.10	0.00	1,522.10	7020-000000 - Printing Expense	1,546.60	2,000.00	(453.40)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	1,544.00	800.00	744.00
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	23.63	0.00	23.63
17.24	0.00	17.24	7078-000000 - Food Expense	17.24	0.00	17.24
0.00	0.00	0.00	7080-000000 - Gifts & Thank Yous	81.52	200.00	(118.48)
92.54	0.00	92.54	7082-000000 - Incentives	92.54	0.00	92.54
0.00	0.00	0.00	7086-000000 - Miscellaneous Expenses	896.50	0.00	896.50
<u>1,796.72</u>	<u>0.00</u>	<u>1,796.72</u>	Total Conference Expenses	<u>29,169.57</u>	<u>31,302.00</u>	<u>(2,132.43)</u>
			TLI Expenses			
0.00	200.00	(200.00)	7006-000000 - Educational Materials	0.00	400.00	(400.00)
0.00	0.00	0.00	7008-000000 - Promotional Materials	104.28	104.28	0.00
264.13	1,000.00	(735.87)	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	816.82	2,217.13	(1,400.31)
0.00	500.00	(500.00)	7012-000000 - Supplies & Stationery Expense	308.93	1,000.00	(691.07)
0.00	1,500.00	(1,500.00)	7014-000000 - Room Rental Event Expense	10,703.90	14,950.00	(4,246.10)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	1,742.82	1,829.24	(86.42)
0.00	0.00	0.00	7018-000000 - Decorations Expense	(840.04)	0.00	(840.04)
0.00	2,500.00	(2,500.00)	7020-000000 - Printing Expense	2,361.53	3,000.00	(638.47)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	200.00	1,000.00	(800.00)
201.47	1,000.00	(798.53)	7078-000000 - Food Expense	2,463.80	3,563.45	(1,099.65)
130.21	0.00	130.21	7082-000000 - Incentives	130.21	0.00	130.21
75.00	0.00	75.00	7086-000000 - Miscellaneous Expenses	75.00	0.00	75.00
0.00	200.00	(200.00)	7090-000000 - Equipment Rental	0.00	200.00	(200.00)
<u>670.81</u>	<u>6,900.00</u>	<u>(6,229.19)</u>	Total TLI Expenses	<u>18,067.25</u>	<u>28,264.10</u>	<u>(10,196.85)</u>
			Marketing Expense			
			Building New Clubs			
0.00	0.00	0.00	7006-000000 - Educational Materials	0.00	100.00	(100.00)
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	17.10	0.00	17.10
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	0.00	1,500.00	(1,500.00)
0.00	50.00	(50.00)	7020-000000 - Printing Expense	0.00	600.00	(600.00)
0.00	400.00	(400.00)	7082-000000 - Incentives	1,089.44	4,800.00	(3,710.56)
<u>0.00</u>	<u>450.00</u>	<u>(450.00)</u>	Total Building New Clubs	<u>1,106.54</u>	<u>7,000.00</u>	<u>(5,893.46)</u>
			Membership Growth			
0.00	0.00	0.00	7008-000000 - Promotional Materials	0.00	400.00	(400.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	600.00	(600.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	39.00	300.00	(261.00)
7,184.43	750.00	6,434.43	7082-000000 - Incentives	14,665.64	11,340.00	3,325.64
<u>7,184.43</u>	<u>750.00</u>	<u>6,434.43</u>	Total Membership Growth	<u>14,704.64</u>	<u>12,640.00</u>	<u>2,064.64</u>
			Club Coaches			
0.00	0.00	0.00	7014-000000 - Room Rental Event	0.00	200.00	(200.00)

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019			
Actual	Budget	Variance		Actual	Budget	Variance
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	300.00	(300.00)
0.00	1,400.00	(1,400.00)	7082-000000 - Incentives	0.00	1,400.00	(1,400.00)
0.00	1,400.00	(1,400.00)	Total Club Coaches	0.00	2,000.00	(2,000.00)
			Rebuilding			
0.00	0.00	0.00	7014-000000 - Room Rental Event	0.00	200.00	(200.00)
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	200.00	(200.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	Total Rebuilding	0.00	500.00	(500.00)
			Recognition			
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping	104.00	400.00	(296.00)
			Expense			
0.00	0.00	0.00	7082-000000 - Incentives	0.00	10,000.00	(10,000.00)
0.00	0.00	0.00	Total Recognition	104.00	10,650.00	(10,546.00)
7,184.43	2,600.00	4,584.43	Total Marketing Expense	15,915.18	32,790.00	(16,874.82)
			Communications & PR Expenses			
311.92	300.00	11.92	7008-000000 - Promotional Materials	131.07	3,600.00	(3,468.93)
32.00	0.00	32.00	7012-000000 - Supplies & Stationery	32.00	0.00	32.00
			Expense			
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	250.00	(250.00)
108.00	0.00	108.00	7026-000000 - Website Expense	412.88	2,500.00	(2,087.12)
0.00	0.00	0.00	7030-000000 - Photocopying Expense	516.00	0.00	516.00
0.00	500.00	(500.00)	7036-000000 - Advertising Expense	0.00	5,000.00	(5,000.00)
225.00	0.00	225.00	7038-000000 - Dues & Association	475.00	0.00	475.00
			Fee Expense			
300.00	500.00	(200.00)	7040-000000 - Trade Show Registration Expense	4,059.00	7,650.00	(3,591.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7078-000000 - Food Expense	16.00	0.00	16.00
976.92	1,300.00	(323.08)	Total Communications & PR Expenses	5,641.95	19,250.00	(13,608.05)
			Education & Training Expense			
			Distinguished Clubs			
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	900.00	(900.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping	41.80	250.00	(208.20)
			Expense			
301.06	1,500.00	(1,198.94)	7082-000000 - Incentives	833.65	6,500.00	(5,666.35)
301.06	1,500.00	(1,198.94)	Total Distinguished Clubs	875.45	7,650.00	(6,774.55)
			Training Club Officers			
0.00	0.00	0.00	7006-000000 - Educational Materials	719.69	1,000.00	(280.31)
0.00	0.00	0.00	7008-000000 - Promotional Materials	221.51	0.00	221.51
0.00	0.00	0.00	7010-000000 - Awards Expense	264.98	0.00	264.98
			(Trophies, Plaques, Ribbons & Certificates)			
68.33	0.00	68.33	7012-000000 - Supplies & Stationery	68.33	0.00	68.33
			Expense			
130.00	0.00	130.00	7014-000000 - Room Rental Event	210.00	2,100.00	(1,890.00)
			Expense			
0.00	0.00	0.00	7016-000000 - Meal Event Expense	120.58	0.00	120.58
45.48	0.00	45.48	7020-000000 - Printing Expense	1,305.26	700.00	605.26
35.11	0.00	35.11	7078-000000 - Food Expense	303.50	700.00	(396.50)
0.00	0.00	0.00	7082-000000 - Incentives	218.16	0.00	218.16
278.92	0.00	278.92	Total Training Club Officers	3,432.01	4,500.00	(1,067.99)
			Training Division & Area Governors			

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	0.00	390.00	(390.00)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	0.00	2,657.55	(2,657.55)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	800.00	(800.00)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	274.29	(274.29)
0.00	0.00	0.00	7078-000000 - Food Expense	1,179.56	2,000.00	(820.44)
0.00	0.00	0.00	Total Training Division & Area Governors Training Areas & Divisions	1,179.56	6,121.84	(4,942.28)
0.00	0.00	0.00	7078-000000 - Food Expense	85.73	0.00	85.73
0.00	0.00	0.00	Total Training Areas & Divisions	85.73	0.00	85.73
579.98	1,500.00	(920.02)	Total Education & Training Expense	5,572.75	18,271.84	(12,699.09)
			Speech Contest Expenses			
0.00	0.00	0.00	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	2,788.67	5,000.00	(2,211.33)
0.00	0.00	0.00	7014-000000 - Room Rental Event Expense	45.00	600.00	(555.00)
0.00	0.00	0.00	7020-000000 - Printing Expense	0.00	300.00	(300.00)
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	1,000.00	(1,000.00)
0.00	0.00	0.00	7042-000000 - Outside Contractor Expense	850.00	0.00	850.00
0.00	0.00	0.00	7078-000000 - Food Expense	74.97	300.00	(225.03)
0.00	0.00	0.00	Total Speech Contest Expenses	3,758.64	7,200.00	(3,441.36)
			Administration Expenses			
(388.59)	0.00	(388.59)	6020-000000 - Miscellaneous Income	(388.59)	0.00	(388.59)
0.00	0.00	0.00	7004-000000 - Badges & Pins	793.35	500.00	293.35
0.00	0.00	0.00	7008-000000 - Promotional Materials	624.25	0.00	624.25
1,393.62	0.00	1,393.62	7010-000000 - Awards Expense (Trophies, Plaques, Ribbons & Certificates)	15,287.62	3,500.00	11,787.62
13.04	100.00	(86.96)	7012-000000 - Supplies & Stationery Expense	230.80	1,200.00	(969.20)
875.00	0.00	875.00	7014-000000 - Room Rental Event Expense	1,952.50	2,100.00	(147.50)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	43.84	0.00	43.84
0.00	0.00	0.00	7020-000000 - Printing Expense	2,962.00	3,100.00	(138.00)
29.99	0.00	29.99	7022-000000 - Audio Visual Expense	62.32	400.00	(337.68)
32.33	400.00	(367.67)	7026-000000 - Website Expense	1,869.81	4,800.00	(2,930.19)
0.00	0.00	0.00	7030-000000 - Photocopying Expense	78.95	0.00	78.95
0.00	0.00	0.00	7034-000000 - Conference Calls & Webinars Expense	349.64	0.00	349.64
0.00	50.00	(50.00)	7044-000000 - Postage & Shipping Expense	191.55	850.00	(658.45)
809.00	0.00	809.00	7048-000000 - Equipment Purchase Expense (Less than \$500)	809.00	0.00	809.00
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	371.96	0.00	371.96
99.30	400.00	(300.70)	7070-000000 - Bank Charges & Credit Card Fee Expense	1,998.25	4,800.00	(2,801.75)
0.00	0.00	0.00	7078-000000 - Food Expense	17.89	0.00	17.89
0.00	25.00	(25.00)	7084-000000 - Sympathy Expense	42.98	300.00	(257.02)
0.00	0.00	0.00	7088-000000 - Storage Expenses	1,979.62	1,500.00	479.62
2,863.69	975.00	1,888.69	Total Administration Expenses	29,277.74	23,050.00	6,227.74
			Travel Expense			
			District Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	125.00	125.00	0.00

**District 3  
Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019			
Actual	Budget	Variance		Actual	Budget	Variance
256.78	0.00	256.78	7058-000000 - Lodging Expense	2,409.94	2,500.00	(90.06)
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	0.00	250.00	(250.00)
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	23.24	40.00	(16.76)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	104.93	100.00	4.93
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	109.00	0.00	109.00
0.00	0.00	0.00	7078-000000 - Food Expense	206.92	360.00	(153.08)
256.78	0.00	256.78	Total District Director	2,979.03	3,375.00	(395.97)
			Program Quality Director			
0.00	0.00	0.00	7058-000000 - Lodging Expense	0.00	500.00	(500.00)
30.38	0.00	30.38	7062-000000 - Transportation - Mileage Expense	125.72	40.00	85.72
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	50.00	(50.00)
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	120.00	(120.00)
30.38	0.00	30.38	Total PQD	125.72	710.00	(584.28)
			Club Growth Director			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	600.00	650.00	(50.00)
0.00	0.00	0.00	7058-000000 - Lodging Expense	2,553.31	2,500.00	53.31
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	40.00	(40.00)
0.00	0.00	0.00	7064-000000 - Transportation - Taxis/Shuttle Expense	0.00	100.00	(100.00)
0.00	0.00	0.00	7078-000000 - Food Expense	0.00	360.00	(360.00)
0.00	0.00	0.00	Total CGD	3,153.31	3,650.00	(496.69)
			Public Relations Manager			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	40.00	(40.00)
0.00	0.00	0.00	Total PR Manager	0.00	40.00	(40.00)
			Administration Manager			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	20.00	(20.00)
0.00	0.00	0.00	Total Admin Manager	0.00	20.00	(20.00)
			Division Director			
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	0.00	380.00	(380.00)
0.00	0.00	0.00	Total Division Director	0.00	380.00	(380.00)
			Area Director			
327.56	0.00	327.56	7062-000000 - Transportation - Mileage Expense	1,006.61	760.00	246.61
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	60.00	0.00	60.00
327.56	0.00	327.56	Total Area Director	1,066.61	760.00	306.61
			IPDD			
0.00	0.00	0.00	7056-000000 - Convention Registration Fees Expense	670.00	0.00	670.00
0.00	0.00	0.00	7058-000000 - Lodging Expense	934.52	800.00	134.52
0.00	0.00	0.00	7060-000000 - Transportation - Airfare Expense	0.00	400.00	(400.00)
0.00	0.00	0.00	7062-000000 - Transportation - Mileage Expense	44.66	80.00	(35.34)
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	0.00	650.00	(650.00)



**District 3**  
**Profit & Loss Statement (Actual vs. Budget GL Detail) (in USD)**

Month Ending 06/30/2019			07/01/2018 Through 06/30/2019			
Actual	Budget	Variance		Actual	Budget	Variance
0.00	0.00	0.00	Total IPDD	1,649.18	1,930.00	(280.82)
0.00	0.00	0.00	Other Member			
0.00	0.00	0.00	7060-000000 - Transportation - Air- fare Expense	300.40	0.00	300.40
0.00	0.00	0.00	7068-000000 - Transportation - Other Expense	12.00	0.00	12.00
0.00	0.00	0.00	Total Other Member	312.40	0.00	312.40
614.72	0.00	614.72	Total Travel Expense	9,286.25	10,865.00	(1,578.75)
0.00	0.00	0.00	Other Expenses			
0.00	0.00	0.00	7008-000000 - Promotional Materials	299.74	0.00	299.74
0.00	0.00	0.00	7012-000000 - Supplies & Stationery Expense	234.89	235.00	(0.11)
0.00	0.00	0.00	7016-000000 - Meal Event Expense	13,901.69	9,174.00	4,727.69
0.00	0.00	0.00	7018-000000 - Decorations Expense	271.61	272.00	(0.39)
0.00	0.00	0.00	7020-000000 - Printing Expense	1,170.95	0.00	1,170.95
0.00	0.00	0.00	7022-000000 - Audio Visual Expense	0.00	674.00	(674.00)
0.00	0.00	0.00	7042-000000 - Outside Contractor Ex- pense	1,375.00	1,875.00	(500.00)
0.00	0.00	0.00	7044-000000 - Postage & Shipping Ex- pense	653.16	266.00	387.16
0.00	0.00	0.00	7086-000000 - Miscellaneous Ex- penses	500.00	0.00	500.00
391.37	391.37	0.00	7092-000000 - TI Allocation	4,696.44	4,696.44	0.00
391.37	391.37	0.00	Total Other Expenses	23,103.48	17,192.44	5,911.04
15,078.64	13,666.37	1,412.27	Total District Expenses	139,792.81	188,185.38	(48,392.57)
<b>(12,273.48)</b>	<b>(7,524.37)</b>	<b>(4,749.11)</b>	<b>Total Net Income</b>	<b>(12,641.83)</b>	<b>(46,703.38)</b>	<b>34,061.55</b>